



Licensing Committee Agenda

Wyre Borough Council
Date of Publication: 10 January 2023
Please ask for : Daphne Courtenage
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**Licensing Committee meeting on Tuesday, 17 January 2023 at 6.00 pm
in the Council Chamber - Civic Centre, Poulton-le-Fylde**

1. Apologies

2. Declarations of Interest

Members will disclose any pecuniary and any other significant interests they may have in relation to the matters under consideration.

3. Confirmation of minutes

(Pages 3 - 8)

To confirm as a correct record the minutes of the meeting of the Licensing Committee held on 14 December 2022.

4. Review of Discretionary Licensing Fees and Charges 2023/24

(Pages 9 - 20)

Report of the Corporate Director Environment.

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Licensing Committee Minutes

The minutes of the Licensing Committee meeting of Wyre Borough Council held on Wednesday, 14 December 2022 at the Council Chamber - Civic Centre, Poulton-le-Fylde.

Licensing Committee members present:

Councillors Baxter, Cartridge, P Ellison, George and Williams

Apologies for absence:

Councillors Beavers, C Birch, Leech, A Turner, S Turner and A Vincent

Failure to attend or tender apologies:

Councillors Smith and Matthew Vincent

Officers present:

Patrick Cantley, Senior Licensing Officer
Mary Grimshaw, Legal Services Manager and Monitoring Officer
Daphne Courtenage, Assistant Democratic Services Officer
Wayne Clarke, Senior Compliance Officer

No members of the public or press attended the meeting.

4 Declarations of Interest

None.

5 Confirmation of minutes

The minutes of the meeting of the Licensing Committee held on the 30 November 2022 were **approved** as a correct record by those who were in attendance.

6 Adjournment of meeting

In order to inspect the vehicles being reviewed at this hearing, upon advice from officers, the Chair asked the committee to agree to adjourn the meeting for 15 minutes.

The committee agreed and adjourned for 15 minutes to inspect both proposed vehicles in the front car park of the Civic Centre.

7 Exclusion of the public and press

In accordance with Paragraph 11 of the Access to Information Rules in Part 4 of the Council's Constitution, the Chief Executive had determined that the reports submitted under items 5 and 6 of the agenda were "Not for Publication" because they contained "exempt information", as defined in Schedule 12A of the Local Government Act 1972.

The Committee passed the following resolution "That the public and press be excluded from the meeting whilst agenda items 5 and 6 were being considered, as they referred to exempt information as defined in category 1 (information relating to any individual) of Part 1 of Schedule 12(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Variation Order 2006 and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information."

8 Application to licence a Private Hire Vehicle contrary to emissions standard policy

The Chair introduced the committee and the officers attending the meeting.

The applicant introduced himself. The Chair ensured that the applicant had received all necessary information and paperwork for the hearing, and checked that the applicant knew he could have been represented at the hearing.

The Senior Licensing Officer (SLO) introduced the report. He explained that the council's Hackney Carriage and Private Hire Licensing Policy required that all vehicles must be a minimum of euro 6 emissions rating, with this vehicle being a euro 5 thus falling out of policy and was before committee for that reason. He explained the applicant's history with the council and the applicant's experience as a private hire driver.

He informed the committee that at para 4.2 of the report which linked the current list of wheelchair accessible vehicles was still out of date, as the update to this list had yet to be actioned.

He explained the details of the vehicle in question to the committee, went through its MOT history with the latest test being the 23 November 2022 with no identified issues. He outlined the council's policy in terms of the protection of the environment, and new and re-licensed vehicles needing to meet the emissions standards outlined in the policy. He highlighted the relevant pieces of legislation and policy that would be useful for the committee to consider when determining their recommendation.

The Legal Services Manager asked the SLO to clarify whether the previous council policy had included this restriction on emissions standards status. He replied that he did not think it had been included.

The applicant addressed the committee. He explained his reasoning behind the purchase of the vehicle in February 2022, in particular its wheelchair

access. He said that he had needed a new vehicle, and struggled during and after Covid to find one that met his requirements and was at a suitable price, in order for him to continue his work with the North West Ambulance Service. He told the committee that he had not been aware of the updates to council policy on emissions standards, only finding out when informed by the officers after he had submitted his application. He was currently not working, and was happy for the committee to consider a granting of the vehicle licence with an 18 month condition for him to be able to purchase a new vehicle that was policy compliant.

The Legal Services Manager asked the SLO to confirm what the length of a vehicle licence was. He said that this was only 12 months, and only applied to new licences. Re-issued licences were not restricted by the policy, as it only covered new and replacement vehicles.

Councillor Baxter asked the SLO if the council had an upper age limit for new licences. The SLO responded that the council did not have an upper age limit for vehicles established in policy. He also asked the SLO to clarify his point on the policy only applying to new and replacement vehicles. He confirmed that there would be a number of vehicles registered that were not policy compliant. Councillor George asked whether the council usually informed taxi firms of changes to policy. The SLO apologised to the committee and said that the policy had come in around the time that he had started at the authority, and that there was a communications error. She also asked to confirm the date of purchase. The SLO confirmed it had been purchased on the 7th February 2022, before the new policy came into play.

The Legal Services Manager asked the applicant to confirm the emissions status of his old vehicle. He confirmed it was also a euro 5.

The Chair asked the applicant about the demand for wheelchair-accessible private hire vehicles.

Following summaries, the applicant and the Licensing Officers left the room to allow the committee to discuss their recommendation in private session.

In reaching its decision, the committee had regard to:

1. The Council's own Hackney Carriage and Private Hire Policy, in particular articles 4.3.7 and 4.3.8
2. The Local Government (Miscellaneous Provisions) Act 1976

The Licensing Committee then reconvened and the Chair announced the decision.

Decision

Grant a vehicle licence contrary to policy.

Reasons for the decision

The Committee, on balance, were happy to grant the licence due to the demand for wheelchair-accessible vehicles and the work the applicant undertook for NWAS. The Committee considered that this invaluable service

to the local community outweighed the requirements in the policy for the vehicle to have an emissions rating of Euro 6 and therefore an exception to the policy was justified.

They did however recommend the applicant update his vehicle within two years.

9 Application to licence a Private Hire Vehicle contrary to emissions standard policy

The Chair introduced the committee and the officers attending the meeting.

The applicant introduced himself. The Chair ensured that the applicant had received all necessary information and paperwork for the hearing, and checked that the applicant knew he could have been represented at the hearing.

The Senior Licensing Officer (SLO) introduced the report. He reiterated that, as with the last application, the vehicle in question fell outside of the council's policy due to its euro 5 emissions status. He told the committee that the vehicle had been in the applicant's ownership since October 2022, and its latest MOT had not identified any issues. He again told the committee that the policy was designed to ensure all new or replacement hackney carriages and private hire vehicles met modern emissions requirements and provided the travelling public with reasonably up to date vehicles.

The applicant addressed the committee. He informed them that he had been aware of the policy when purchasing the vehicle. He had been purchasing a new vehicle for a potential new driver for his firm, who would help to tackle the demand from Lancashire County Council for work with local schools. He told the committee that he had been sure that the vehicle had been a euro 6 status, and had only found out it was a euro 5 when the officer informed him thus after submitting his application.

Councillor Baxter asked the applicant to clarify how he had attempted to check the emissions status of the car. The applicant responded that the car had been advertised as a euro 6 on eBay, and had clarified this with the seller and informed him how to do so online.

The SLO clarified that a car's registration documents now stated the emissions status of a car, however this had come in late 2018 and any vehicles proceeding this would not have this classification. He said there were a number of services online to check emissions status. He also informed the committee that he had spoken to the car's manufacturer via their website and confirmed the details of the car.

The Chair asked whether this would be flagged during a pre-pit test. The SLO responded that this was not the case.

Councillor P Ellison asked whether either the applicant or the SLO had a copy of the eBay advertisement. The applicant replied that he had only submitted the pictures from the advertisement, and the SLO confirmed that they had received a screenshot but this hadn't included any information on the vehicle.

The Legal Services Manager asked about how the applicant checked the car's emissions status on Parkers Guide, a trusted car reviews website. She asked what exactly the website would show when searching for a car. The applicant replied that he had put in the details of the car, and it had come up with a euro 6 emissions status.

She also asked the applicant about his contract with LCC and local schools; he said that he worked daily, Monday to Friday, picking up young adults and dropping them off home. Contracts could change often, and there was also unallocated work with LCC.

The SLO asked him to clarify the unallocated contract work. The applicant explained that he would pick up and drop off children who went to local secondary schools.

The Chair asked about the impact of a lack of drivers for this type of work. The applicant explained the demand for LCC work, and that the driver he had purchased the vehicle for had previously held an LCC badge.

This was an extra criteria to fulfil for the work.

Following summaries, the applicant and the Licensing Officers left the room to allow the committee to discuss their recommendation in private session.

In reaching its decision, the committee had regard to:

1. The Council's own Hackney Carriage and Private Hire Policy, in particular articles 4.3.7 and 4.3.8
2. The Local Government (Miscellaneous Provisions) Act 1976

The Licensing Committee then reconvened and the Chair announced the decision.

Decision

Grant a vehicle licence contrary to policy.

Reasons for the decision

The Committee, on balance, were happy to grant the licence due to the demand for work with LCC and transporting vulnerable children and young adults. The Committee considered that this invaluable service to the local community outweighed the requirements in the policy for the vehicle to have an emissions rating of Euro 6 and therefore an exception to the policy was justified.

The meeting started at 10.00 am and finished at 11.22 am.

Date of Publication: XXX

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Report of:	Meeting	Date
Mark Billington, Corporate Director Environment	Licensing Committee	17 January 2023

Review of Discretionary Licensing Fees and Charges 2023/24

1. Purpose of report

- 1.1 To provide Members of the Licensing Committee with information to assist them at a hearing.

2. Outcomes

- 2.1 To set the level of discretionary fees and charges for licences, permits, registrations and consents effective from 1 April 2023 for various licensing activities.

3. Recommendations

- 3.1 That the Senior Licensing Officer make arrangements to place a public notice in the press in respect of the proposed fees for licensed vehicles and private hire operators, in accordance with s.70 of the Local Government (Miscellaneous Provisions) Act 1976.
- 3.2 That the proposed fees and charges set out in **Appendix 1** be implemented from 1 April 2023.

4. Background

- 4.1 Wyre Council has a statutory responsibility for the administration of a wide range of licences, permits, registrations and consents and the regulation of those authorised to carry on licensable activities.
- 4.2 In many cases legislation provides a discretion for the council to levy an application fee and in some cases an annual fee, to recoup the costs of administering the applications. The basis of setting such fees is generally to achieve cost recovery.
- 4.3 Case law has confirmed that fees may reflect administrative and compliance costs, including that in respect of licensed drivers, but may

not include the costs of enforcement action against unlicensed drivers or premises.

4.4 Fees were comprehensively reviewed in 2018 and further reviewed in 2020. However, since the last review the service has undergone a number of staff changes including increased costs associated with successive pay awards.

4.5 Detailed process maps have been updated to reflect current functions performed within this area of service. As with previous versions their purpose is to outline who is responsible for performing a specific task within an overall process whilst accurately capturing the time involved. Additionally, costs incurred by the service to administer the various regulatory regimes have been captured with the help of the council's Financial Services Team.

4.6 Discretionary fees for the new animal licensing regime were initially agreed in autumn 2018 and were last reviewed in 2020. However, relevant legislation and guidance has been amended quite significantly in order to drive up welfare standards and has had an impact on the resources necessary to administer the regulations. Thus, the process maps have been carefully reviewed and revised to more accurately reflect the costs involved in delivering the service.

4.7 A number of councils have been challenged in recent years on their fee levels and the work undertaken this year provides a sound evidence base to justify the fees being recommended.

5. Key issues and proposals

5.1 General

5.1.1 As referred to above, the council has seen an increase in staffing costs since the last review was undertaken. Members should also note that this review has been undertaken in accordance with the Local Government Association's 'Open for business' guidance on locally set licence fees and the regulations and guidance on the provision of services issued by government. These make it clear that "charges levied by a competent body on applicants under an authorisation scheme must be reasonable and proportionate to the cost of the 'procedures and formalities' of the scheme and must not exceed these costs." Sector specific guidance has also been considered where available.

5.1.2

Close attention has also been paid to recent relevant case law and particularly the following - *Hemming v Westminster*, *Cummings v Cardiff* and *R (on the application of Abdul Rehman, on behalf of the Wakefield District Hackney Carriage and Private Hire Association) v The Council of the City of Wakefield and The Local Government Association (Intervening)* [2019] EWCA Civ 2166.

5.1.3 Members please also note that as part of Wyre's commitment to deliver efficiencies a number of elements of licensing work are being reviewed over the coming months with a view to achieving efficiencies so far as is reasonably practicable. Any identified efficiencies will be fully reflected in subsequent process mapping for each licence type.

5.2 Hackney Carriage and Private Hire Licensing - Driver licences

5.2.1 Ordinarily Wyre Dual Driver Licences are issued for three years. Members have previously resolved that from 1 April 2019 those drivers over the age of 65 who were required to submit annual medicals, would only be eligible for a one year licence, in accordance with section s.53 (as amended) of the Local Government (Miscellaneous Provisions) Act 1976.

5.2.2 All process maps were closely considered and no changes have been made to them since the previous review as no further efficiencies or additional burdens were readily identified. Therefore, fees for all grants and renewals of dual driving licences have increased slightly in order to cover increased staffing costs. The proposed increases can be viewed in full at Appendix 1 of this report.

5.3 Hackney Carriage and Private Hire Licensing - Vehicle licences

5.3.1 All vehicle licences are issued for one year and are subject to the council's vehicle compliance test which includes a mechanical test to the MOT standard.

5.3.2 All process maps were closely considered and no changes have been made to them since the previous review as no further efficiencies or new burdens were readily identified. Additionally, the weekly fleet reporting requirement has not been fully absorbed by any previously identified efficiencies and staffing costs have also increased since the previous review. Therefore, both private hire and hackney carriage vehicle licences will need to be increased to cover the additional costs.

5.3.3 The £20 Unmet Demand Survey surcharge on Hackney Carriage vehicle licences was reintroduced from 1 April 2020. The surcharge had been suspended in 2019/20 owing to a small surplus which the council had previously accumulated owing to the income from additional applications submitted to authorise changes to licensed vehicles.

5.3.4 The previous £25 surcharge was based on 160 applications per annum for hackney carriage vehicle licences, to generate sufficient funds to finance the currently ongoing triannual unmet demand survey. This was reduced to £20 to reflect the additional applications anticipated for vehicle transfers over the period following the previous review.

5.3.5 In addition to the surcharge for the unmet demand survey, there is an element within the Hackney Carriage fee to reflect the work necessary

to survey and maintain the Hackney Carriage stands across the urban side of the borough which is not applicable to the private hire trade.

5.4 Hackney Carriage and Private Hire Licensing - Private Hire Operator licences

5.4.1 Private Hire Operator's licences are typically issued for five years or for such lesser duration when necessary. The council had previously agreed three separate fee levels that were dependant on fleet sizes. However, the private hire trade had remained fairly constant over previous years with the majority of operations running small private hire fleets of up to ten vehicles and there was no longer a need for the two higher fee categories. Therefore, proposals for a single fee operator's licence were put forward and agreed at the last review.

5.4.2 As is the case with driver and vehicle licences all operator process maps were carefully considered and no changes have been made to them since the previous review because no efficiencies were readily identified. Therefore, there has been an increase in fee to cover additional staffing costs that were not applicable during the previous review.

5.5 Scrap Metal Dealer licences

5.5.1 These licences are issued for three years under the Scrap Metal Dealer's Act 2013 for mobile collectors and site licences.

5.5.2 There are currently nine scrap metal dealer licences in force with three having recently expired. However, at the time of writing this report the council has received at least two renewal applications.

5.5.3 Members should note that a new fee is being proposed to differentiate mobile collectors from licensed sites. The fee for this type of this licence is lower than that of a site licence because there is less work involved with processing applications and for their subsequent management thereafter. The initially proposed fee for a new licence has been set at £240 and £231 for the renewal of a licence. The site licence fee has increased slightly to reflect increased staffing costs. The cost of varying a licence of this type has remained the same.

5.6 Second Hand Goods Dealer licences

The County of Lancashire Act 1984 provides for the registration of second hand goods dealers in certain circumstances and attracts a one-off registration fee. The slight increase reflects the increase in staffing costs.

5.7 Skin Piercing (various) licences

The proposed increase reflects additional staffing costs only because no process efficiencies or new burdens have been identified during the review of the process map.

5.8 Street Trading Consent

The council operate a consent scheme for traders wishing to engage in street trading in the borough. Each consent is issued for one year at a time. The increased fees are to meet the increase in staffing costs associated with this area of regulated activity.

5.9 Sex Shop/Cinema licences

There are currently no retail outlets or cinemas in the borough licensed under schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended. An increase in the fee is proposed to cover extra staffing costs, should an application arise.

5.10 There are currently no venues in the borough licensed under schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended. An increase in the fee is proposed to cover extra staffing costs, should an application arise.

5.11 Gambling Act 2005

5.11.1 The council is able to set application and annual fees for premises licences issued under the Act, but they are subject to a maximum level which is prescribed by central government. Permits and lottery fees are non-discretionary and set centrally.

5.11.2 There are no changes proposed to the current fees. The prevalence of premises licensed for gambling (betting shops, adult gaming centres, family entertainment centres) remains fairly static, with no significant increase to the number of licensed premises, or intervention work required.

5.12 Licensing Act 2003

5.12.1 Licensing fees for activities that are regulated under the Licensing Act 2003 are not discretionary. The current fees and charges are determined by Central Government and unfortunately have not been reviewed since 2005 when the legislation was first implemented.

5.12.2 The Government did make provision through the Police Reform and Social Responsibility Act 2011 to give Local Authorities the discretion to set locally based fees for licensable activities, but have yet to introduce the required secondary legislation to implement this power.

5.13 Animal Welfare Licensing

5.13.1 A review of the existing licensing regime has established that the current fees are insufficient to meet the actual costs associated with administering it. Thus, increases in fees are proposed for each activity covered under this area of service as per Appendix 1.

- 5.13.2** Inspection and compliance costs have been found to be comparable across a number of individual licensable activities involving animals and so the proposed fees retain the single fee structure for catteries, kennels, and dog day care. There are activity specific fees for the other licensable activities.
- 5.13.3** All time and motion studies have been revised to accurately capture the time spent on administering individual activities step-by-step. The proposed fee structure now reflects more accurately the anticipated application and inspection costs, plus the ongoing service management costs for years two and three, using the same formula that has been applied to all other animal licensing activities. Members should also note that consideration is being given to introducing a new fee that will cover the licensing of home boarding activities operating under a franchise based model. However, for now, this type of operation will remain within the flat fee that is applicable for all other home boarding licences.
- 5.13.4** The fee for a Zoo or Dangerous Wild Animal licence has also been increased to reflect the anticipated service management costs throughout the duration of licence. However, there are no registrations of either type within the Borough at the time of writing this report.

Financial and legal implications	
Finance	<p>The estimated income from taxi fees in 2023/24 is £88,845.</p> <p>The estimated income from general licensing fees in 2023/24 is £7,143.</p> <p>The estimated income from animal licensing fees in 2023/24 is £8,131.</p> <p>The estimated income from fees under the Gambling Act 2005 in 2023/24 is £23,000.</p> <p>The estimated income from fees under the Licensing Act 2003 remains reasonably static in 2023/24 at £85,000.</p>
Legal	<p>Fees must be set in accordance with the requirements of the relevant legislation and guidance.</p> <p>There is a risk of challenge by way of Judicial Review in cases where fees are set at an unreasonable or unlawful level.</p>

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	
equality and diversity	
sustainability	
health and safety	

risks/implications	✓ / x
asset management	
climate change	
ICT	
data protection	

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

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LICENSING FEES AND CHARGES		£		
GENERAL LICENCES		22/23	23/24	
Scrap Metal Dealer (Site) - New		312.00	324.00	4%
Scrap Metal Dealer - Renew			304.00	
Scrap Metal Dealer (Collector) - New			240.00	
Scrap Metal Dealer - Renew			231.00	
Scrap Metal Dealer - Variation		48.00	56.00	17%
Scrap Metal Dealer - Copy of licence		15.00	15.00	0%
Second Hand Good Dealer		181.00	206.00	14%
Skin piercing - tattoo, electrolysis, semi permanent skin colouring, microblading, accupuncture, etc.		260.00	288.00	11%
Street Trading Consent		318.00	321.00	1%
Sex Shop		1,846.00	1,948.00 n/a	6%
Sexual Entertainment Venue		2,470.00	2,613.00 n/a	6%
TAXIS				
Dual Driver licence (3 year) - New		224.00	240.00	7%
Dual Driver licence (3 year) - Renewal		160.00	173.00	8%
Dual Driver licence (1 year) - New		160.00	167.00	4%
Dual Driver licence (1 year) - Renewal		108.00	115.00	6%
Replacement Driver Badge		15.00	15.00	0%
Driver knowledge test		25.00	25.00	0%
Hackney Carriage Vehicle (*incl £20 unmet demand surcharge)		170.00	188.00	11%
Private Hire Vehicle		144.00	159.00	10%
Private Hire door stickers (pair)		16.00	16.00	0%
Plates (pair)		25.00	25.00	0%
Private Hire Operator (5 year)		355.00	435.00	23%
ANIMAL WELFARE				
Animal boarding / Dog day care - Application fee		125.00	168.00	34%
New	1 year (includes app fee) + vet fee (dog breeder)	261.00	361.00	38%
	2 year (includes app fee) + vet fee (dog breeder)	362.00	501.00	38%
	3 year (includes app fee) + vet fee (dog breeder)	463.00	641.00	38%
Renewal	1 year (includes app fee)	244.00	332.00	36%
	2 year (includes app fee)	345.00	472.00	37%
	3 year (includes app fee)	446.00	612.00	37%
Re-rating inspection fee		101.00	130.00	29%
Fee as additional activity		29.00	88.00	203%
Dog Breeder - Application Fee		125.00	180.00	44%
New	1 year (includes app fee) + vet fee (dog breeder)	261.00	372.00	43%
	2 year (includes app fee) + vet fee (dog breeder)	362.00	513.00	42%
	3 year (includes app fee) + vet fee (dog breeder)	463.00	652.00	41%
Renewal	1 year (includes app fee)	244.00	332.00	36%
	2 year (includes app fee)	345.00	472.00	37%
	3 year (includes app fee)	446.00	612.00	37%
Re-rating inspection fee		101.00	130.00	29%
Fee as additional activity		29.00	88.00	203%
Home boarding - Application fee		91.00	108.00	19%
New	1 year (includes app fee)	218.00	283.00	30%
	2 year (includes app fee)	320.00	423.00	32%
	3 year (includes app fee)	421.00	563.00	34%
Renewal	1 year (includes app fee)	202.00	271.00	34%
	2 year (includes app fee)	303.00	411.00	36%
	3 year (includes app fee)	404.00	551.00	36%
Re-rating inspection fee		66.00	95.00	44%
Fee as additional activity		23.00	41.00	78%
Hiring horses - Application fee		154.00	189.00	23%
	1 year (includes app fee) + annual vets fee	303.00	434.00	43%
	2 year (includes app fee) + annual vets fee	418.00	610.00	46%
	3 year (includes app fee) + annual vets fee	533.00	786.00	47%
Re-rating inspection fee		136.00	156.00	15%
Selling animals as pets - Application fee		142.00	171.00	20%
New	1 year (includes app fee)	277.00	364.00	31%
	2 year (includes app fee)	379.00	504.00	33%
	3 year (includes app fee)	480.00	643.00	34%
Renewal	1 year (includes app fee)	261.00	341.00	31%
	2 year (includes app fee)	362.00	481.00	33%
	3 year (includes app fee)	463.00	620.00	34%
Re-rating inspection fee		117.00	133.00	14%

Fee as additional activity	54.00	74.00	37%
Exhibiting animals - Application fee	91.00	139.00	53%
3 year (incl application fee)	420.00	558.00	33%
Zoo licence			
6 year renew licence (+ vet fee)	634.00	991.00	56%
4 year new licence (+ vet fee)	502.00	987.00	97%
Transfer		216.00	
Dangerous wild animals licence			
2 year (+ vet fee)	385.00	438.00	14%
GAMBLING ACT 2005			
Miscellaneous Charges			
Fee for a copy of a licence	25.00	25.00	0%
Fee for a notification of change of circumstances	50.00	50.00	0%
Bingo premises			
New application	2,365.00	2,365.00	0%
Annual fee	1,000.00	1,000.00	0%
Provisional Statement New	2,365.00	2,365.00	0%
Premises licence fee for holders of Prov. Statements	1,125.00	1,125.00	0%
Variation fee	1,465.00	1,465.00	0%
Transfer fee	745.00	745.00	0%
Reinstatement of licence	1,180.00	1,180.00	0%
Betting premises			
New application	2,365.00	2,365.00	0%
Annual fee	600.00	600.00	0%
Provisional Statement New	2,365.00	2,365.00	0%
Premises licence fee for holders of Prov. Statements	1,125.00	1,125.00	0%
Variation fee	1,465.00	1,465.00	0%
Transfer fee	745.00	745.00	0%
Reinstatement of licence	1,180.00	1,180.00	0%
Adult Gaming Centres (AGC)			
New Application	2,000.00	2,000.00	0%
Annual Fee	1,000.00	1,000.00	0%
Provisional Statement New	2,000.00	2,000.00	0%
Premises licence fee for holders of Prov. Statements	1,125.00	1,125.00	0%
Variation Fee	1,000.00	1,000.00	0%
Transfer fee	745.00	745.00	0%
Reinstatement of Licence	1,180.00	1,180.00	0%
Family Entertainment Centre			
New Application	2,000.00	2,000.00	0%
Annual Fee	750.00	750.00	0%
Provisional Statement New	2,000.00	2,000.00	0%
Premises licence fee for holders of Prov. Statements	950.00	950.00	0%
Variation Fee	1,000.00	1,000.00	0%
Transfer Fee	745.00	745.00	0%
Reinstatement of Licence	950.00	950.00	0%
Track			
New Application	2,365.00	2,365.00	0%
Annual Fee	950.00	950.00	0%
Provisional Statement New	2,365.00	2,365.00	0%
Premises licence fee for holders of Prov. Statements	1,125.00	1,125.00	0%
Variation Fee	1,250.00	1,250.00	0%
Transfer Fee	745.00	745.00	0%
Reinstatement of Licence	950.00	950.00	0%
Gambling Act 2005 Permits - prescribed by Parliament			
Unlicensed Family Entertainment Centre (UFEC)	300.00	300.00	0%
Fee to change name on permit - UFEC	25.00	25.00	0%
Fee to copy permit - UFEC	15.00	15.00	0%
Licensed premises gaming machine permit	150.00	150.00	0%
Licensed premises gaming machine permit - annual fee	50.00	50.00	0%
Licensed premises gaming machine permit - variation fee	100.00	100.00	0%
Licensed premises gaming machine permit - transfer fee	25.00	25.00	0%
Licensed premises gaming machine permit - copy permit	15.00	15.00	0%
Licensed premises Notification	50.00	50.00	0%
Club Gaming Permit	200.00	200.00	0%
Club Gaming Permit - fast track	100.00	100.00	0%
Club Gaming Permit - annual fee	50.00	50.00	0%
Club Gaming Permit - Variation	100.00	100.00	0%
Club Gaming Permit - copy permit	15.00	15.00	0%
Club Gaming Machine Permit	200.00	200.00	0%
Club Gaming Machine Permit - fast track	100.00	100.00	0%
Club Gaming Machine Permit - annual fee	50.00	50.00	0%
Club Gaming Machine Permit - variation	100.00	100.00	0%

Club Gaming Machine Permit - copy permit	15.00	15.00	0%
Prize Gaming Permit - New or renewal	300.00	300.00	0%
Prize Gaming Permit - fee to change name	25.00	25.00	0%
Prize Gaming Permit - copy permit	15.00	15.00	0%
Small Society Lottery Registration - New	40.00	40.00	0%
Small Society Lottery Registration - Annual fee	20.00	20.00	0%

LICENSING ACT 2003 - prescribed by Parliament

Premises Licence & Club Certificates - new / variation / annual fee - dependant on NNDR value			
Personal licence	37.00	37.00	0%
Replacement licence	10.50	10.50	0%
Change of name or address of personal licence holder	10.50	10.50	0%
TEN	21.00	21.00	0%
Replacement of TEN certificate	10.50	10.50	0%
Application to vary DPS	23.00	23.00	0%
Application to transfer of premises licence	23.00	23.00	0%
Application for provisional statement	315.00	315.00	0%
Interim authority notice	23.00	23.00	0%
Freeholder notification	21.00	21.00	0%
Notification of change of name or alteration of rules of club	10.50	10.50	0%
Change of relevant registered address of club	10.50	10.50	0%

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